



## **AGENDA FOR THE 191<sup>st</sup> MEETING OF THE UNIVERSITY CIVIL SERVICE MERIT BOARD**

*The University Civil Service Merit Board will convene for its 191<sup>st</sup> Meeting at **10:00 a.m.**, **Tuesday, February 11, 2014**, at the State Universities Civil Service System, 1717 Philo Road, Suite 24, Urbana, Illinois and via videoconference at the following locations:*

***University of Illinois at Chicago***

College of Pharmacy  
Room 270  
833 Wood Street  
Chicago, IL

***Southern Illinois University Carbondale***

Morris Library  
Conference Room, 1<sup>st</sup> Floor  
605 Agricultural Drive  
Carbondale, IL

**Agenda  
Item  
Number**

**SUBJECT**

- 1. Call to Order and Roll Call – Vice Chair Montgomery**  
*Vice Chair to call meeting to order and to call for roll call of members.*
- 2. Consideration of participation by other Merit Board Members, not physically present at meeting site (Action Item)**  
*Vice Chair to ask for approval for Board members, not physically present, to actively participate by other means in accordance with Open Meetings Act requirements.*

**3. Merit Board Reorganization (Action Item)**

*The Board will elect the following Officers – Chair, Vice Chair, and two additional members to the Executive Committee. The Board is also required to appoint a Secretary for the Merit Board.*

**4. Public Comments (Action Item)**

*One request for appearance has been submitted.*

**5. Consideration of the Minutes of the 189<sup>th</sup> Meeting of the Merit Board, September 10, 2013 (Action Item)**

*The Board will be asked to approve the Minutes from the September 10, 2013 meeting.*

**6. Consideration of the Minutes of the 190<sup>th</sup> Meeting of the Merit Board, November 13, 2013 (Action Item)**

*The Board will be asked to approve the Minutes from the November 13, 2013 meeting.*

**7. Request for Review by the Merit Board of the Executive Director's Review Decisions in Case No. MB-RD-EIU-13-10 (Eastern Illinois University) and Case No. MB-RD-WIU-13-2 (Western Illinois University), filed by Neil J. Hoover pursuant to section 250.130(b) of the Illinois Administrative Code (80 Ill. Adm. Code §250.130(b) (Action Item)**

*The Board will be asked to examine the records and the Review Decisions of the Executive Director regarding this matter. The Board will then be asked to either affirm the Executive Director's Review Decision as the final Decision and Order of the Merit Board or take any other action as it may deem necessary or desirable. These two cases were combined since they concern the same personnel topic and were filed simultaneously by Mr. Hoover.*

**8. Consideration of revisions to the State Universities Civil Service System Freedom of Information Act Policy (Action Item)**

*The Board will be asked to approve revisions to the Freedom of Information Act Policy and the FOIA request form.*

**9. Report of the Administrative Advisory Committee**

*Tom Morelock will update the Board on recent committee activities.*

**10. Report of the State Universities Civil Service Advisory Committee – Andy Small, Chair**

*Chair Andy Small will update the Board on recent committee activities.*

**11. Report of the Human Resource Directors Advisory Committee – Maureen Parks**

*Maureen Parks will update the Board on recent committee activities.*

**12. Consideration of the 2014 Schedule of Meetings of the Merit Board (Action Item)**

*The Board will be asked to review and adopt a meeting schedule for calendar year 2014.*

**13. Biennial Audit Program – Review of Recent Activities**

*The Board will be updated on the current biennial audit activities, including a review of recent final audit reports issued.*

**14. Report of the Executive Director – Tom Morelock**

*The Executive Director’s Report will include a recap of each of the following items:*

- a. Update on the “Return to Work” legislation regarding work limitations for SURS Annuitants*
- b. FY 2013 Annual Report*
- c. Compliance Audit by the Auditor General’s Office*
- d. FY 2014 and FY 2015 Budget Updates*
- e. Classification/Examination Update*
- f. University/Agency Visits*

**15. Report of Legal Counsel – Mari Martinelli, Manager, Legal Services and Legal Counsel**

*The Board will be updated on recent legal activities, including discharge and demotion cases referred to the Merit Board.*

**16. Other Items as Presented**